



# County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

March 11, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: PEPPERBROOK PARK  
RESTROOM/PARKING LOT IMPROVEMENT  
HACIENDA HEIGHTS  
CATEGORICAL EXEMPTION – APPROVE PROJECT BUDGET  
APPROPRIATION ADJUSTMENT  
SPECS. 6883; C. P. NO. 86891  
(FOURTH DISTRICT) (4 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find the Pepperbrook Park Restroom/Parking Lot Improvement project categorically exempt under the California Environmental Quality Act.
2. Approve the appropriation adjustment to increase the project funding by \$51,000 in State Proposition 12 Roberti-Z'berg Harris grant funds.
3. Approve the total project budget of \$365,000 for the Pepperbrook Park Restroom/Parking Lot Improvement project.
4. Authorize the Director of Public Works to carry out the refurbishment work for Pepperbrook Park Restroom/Parking Lot Improvement project by using a Board-approved Job Order Contract.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to allow the restroom/parking lot improvements to commence at Pepperbrook Park.

Pepperbrook Park is located at 1701 South Countrywood Avenue, Hacienda Heights. The park is five acres in size with a service radius of one mile and is utilized primarily for family picnics and recreational activities.

The Pepperbrook Park Restroom/Parking Lot Improvement project consists of renovation of an existing restroom building and the replacement of cracked concrete walkways and park signs, relocation of an existing bicycle rack, and resurfacing the existing parking lot along South Countrywood Avenue.

The restroom building renovation will include the replacement of the existing drinking fountain, signage, ceiling light fixtures with a motion sensor switch, toilets, sinks, urinals, and toilet partition doors. In addition, wall tile will be regouted and all interior floors will be resurfaced.

Under an as-needed services contract approved by your Board on November 14, 2006, J. C. Chang and Associates Inc. (J. C. Chang) was selected to provide design services and has completed the plans and specifications for the project. Upon authorization by your Board, construction will be performed through a Board-approved Job Order Contract managed by the Department of Public Works (Public Works).

### **Sustainable Design Program**

The project will support your Board's Sustainable Design Program by using water efficient plumbing fixtures, energy efficient light fixtures with light sensor controls, and photocells for outdoor lighting. There will be savings due to reduction in electricity and water usage as a result of the sustainable elements included in the design.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. In addition to meeting this goal, these actions are consistent with Community Services (Goal 6) by improving the quality of life for residents in the community.

### **FISCAL IMPACT/FINANCING**

The total estimated cost for the Pepperbrook Park project, including plans and specifications, plan check, construction, equipment, consultant services, and County services, is \$365,000.

The project is currently funded by \$314,000 in Fourth District Capital Project net County cost. Approval of the attached appropriation adjustment will transfer \$51,000 (Attachment B) in State Proposition 12 Roberti-Z'berg Harris grant funds allocated to the Fourth District to the project budget (C.P. No. 86891) to complete funding for the project. There is no impact to net County cost.

The Project Schedule and Budget Summary are shown in Attachment A.

### **Operating Budget Impact:**

Based on the project scope of work, the Department of Parks and Recreation (Parks and Recreation) does not anticipate any one-time, start-up or ongoing costs. The nature of the improvements is to replace, relocate, and repair the existing structure and facilities that will be maintained and operated with existing park staff and resources.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, the contractor is willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely

Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

The Pepperbrook Park project budget does not include the 1 percent Civic Art fund. In accordance with your Board's Civic Art Policy, refurbishment projects with eligible project costs of less than \$500,000 are not subject to the 1 percent Civic Art fund requirement.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed project has been reviewed and determined to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines, Article 19, Section 15301 Existing Facilities, Class 1 (a) (c), and the County of Los Angeles Environmental Procedures and Guidelines Appendix G, adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

### **CONTRACTING PROCESS**

The project will be constructed under a Board-approved Job Order Contract.

The architect/engineer, J. C. Chang, was approved by your Board on November 14, 2006, to provide as-needed architect/engineer design services for various County projects for a three-year term.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended services. The park is currently operational and construction activities will be coordinated with the park facility to limit construction impacts to community park use and maintain safe public access during construction.

The Honorable Board of Supervisors  
March 11, 2008  
Page 5

**CONCLUSION**

Upon approval of the recommendation, please return one adopted copy of this letter to the Chief Executive Office (Capital Projects Division), one to the Department of Parks and Recreation, and one to the Department of Public Works (Project Management Division II).

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a stylized flourish at the end.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DLW:DL  
JSE:DJT:AV:z

Attachment (2)

c: Auditor-Controller  
County Counsel  
Office of Affirmative Action Compliance  
Department of Public Social Services (GAIN/GROW Program)

76R 352M 11/83

## COUNTY OF LOS ANGELES

## REQUEST FOR APPROPRIATION ADJUSTMENT

Dept's

No. 600 -08007

DEPARTMENT OF PARKS AND RECREATION

Jan. 24, 2008

## AUDITOR-CONTROLLER

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

## ✓ 4-VOTE MATTER

✓ Fiscal Year 2007-08

FINANCIAL SOURCES:

Department of Parks & Recreation  
Capital Project/Refurbishments  
✓ Pepperbrook Park (4)  
✓ Parking Lot and Restroom Refurbishment  
Rev.: State Proposition 12 Roberti-Z'berg-Harris/CP  
A01-CP-88-882A-65043-86891 \$51,000  
Increase Revenue

\$51,000FINANCIAL USES:

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Pepperbrook Park (4)  
Parking Lot and Restroom Refurbishment  
Building & Improvement  
A01-CP-6014-65043-86891 \$51,000  
Fixed Assets- B & I  
Increase Appropriation


\$51,000

**JUSTIFICATION:** Adjustment is necessary to increase the revenue and appropriation in order to provide sufficient funds to fully fund the Pepperbrook Parking Lot and Restroom Refurbishment project.

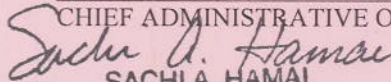
**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

26

MAR 11 2008

✓   
Teresa Lam, Accounting Officer III

## CHIEF ADMINISTRATIVE OFFICER'S REPORT

  
SACHI A. HAMAI  
EXECUTIVE OFFICER


REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR --

ACTION

✓ RECOMMENDATION

AUDITOR-CONTROLLER

NO: 100

BY   
Jan 29 20 08

APPROVED AS REQUESTED

AS REVISED

20

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

20

BY

DEPUTY COUNTY CLERK

26 of MAR 11 2008

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

March 11, 2008

**ATTACHMENT A**

**PEPPERBROOK PARK RESTROOM/PARKING LOT IMPROVEMENT  
CATEGORICAL EXEMPTION – APPROVE PROJECT BUDGET  
APPROPRIATION ADJUSTMENT  
SPECS. 6883; C. P. NO. 86891**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Project Program	Completed
Design	
Contract Execution	07/09/07*
Construction Documents	11/08/07*
Jurisdictional Approvals	12/20/07*
Construction Award	04/28/08
Construction	
Substantial Completion	09/09/08
Acceptance	11/10/08

\*Indicates completed activity.

## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Construction	
(a) Construction	\$ 145,000
(b) Change Order Contingency (15 percent)	\$ 21,500
(c) Utilities	\$ 2,082
Subtotal	\$ 168,582
Equipment	-0-
Plans and Specifications	\$ 30,000
Consultant Services	\$ 4,000
Miscellaneous Expenditures	\$ 10,000
Jurisdictional Reviews and Plan Check	\$ 1,500
County Services	\$ 150,918
<b>TOTAL</b>	<b>\$ 365,000</b>



March 11, 2008

**ATTACHMENT B**

**PEPPERBROOK PARK RESTROOM/PARKING LOT IMPROVEMENT  
CATEGORICAL EXEMPTION – APPROVE PROJECT BUDGET  
APPROPRIATION ADJUSTMENT  
SPECS. 6883; C. P. NO. 86891  
(FOURTH DISTRICT) (4 VOTES)**

**Fiscal Year 2007-08**

**FINANCIAL SOURCES:**

Department of Parks & Recreation  
Capital Project/Refurbishments  
Pepperbrook Park (4)  
Parking Lot and Restroom Refurbishment  
Rev.: State Proposition 12 Roberti-Z'berg-Harris  
A01-CP-88-882A-65043-86891                      \$51,000  
Increase Revenue

\$51,000

**FINANCIAL USES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Pepperbrook Park (4)  
Parking Lot and Restroom Refurbishment  
Building & Improvement  
A01-CP-6014-65043-86891                      \$51,000  
Fixed Assets- B & I  
Increase Appropriation

\$51,000

**JUSTIFICATION:** Adjustment is necessary to increase the revenue and appropriation in order to provide sufficient funds to fully fund the Pepperbrook Parking Lot and Restroom Refurbishment project.